COUNCIL ON TECHNOLOGY SERVICES MEETING MINUTES

Wednesday, July 21, 1999

Council Attendees: Secretary Upson, Cheryl Clark, Ray Davis, Jan Fatouros, Chip German, Joy Hughes, Pat Jackson (for Erv Blythe), Ken Mittendorff, Ed Morris, Mike O'Neil, Gerry Pacyna, Jerry Simonoff, David Sullivan, Mike Thomas, Tom Bradshaw (for Pete Kolakowski), Rick Parks.

Mike Thomas called the meeting to order at 10:20 a.m.

Andy Poarch presented the IT Compensation and Classification Workgroup report. The group met with Secretaries Upson and Slater to review their proposals. The IT classification plan was approved to be used by agencies as an option. The incentive options for IT staff was approved to offer a variety of creative recruitment and retention options. The group will work with the Department of Personnel and Training to implement and then communicate the information to all state agencies.

Andy reported the Seat Management Workgroup is finalizing its report. The report will be made available to Council members for comment. The final report will be distributed in the fall.

David Sullivan reported on the State Local Applications and Network Integration Workgroup. The group continues to examine agencies that impact local government such as the State Supreme Court's Video Conference System Pilot for local magistrates. The technology used in the pilot is affordable and cost-effective and allows the various sites to connect to any other using standard ISDN dial-up connectivity. The workgroup sees the need to facilitate similar connections to both the CTN's frame relay network and Net. Work Virginia's ATM network. The workgroup also attended a VGIN presentation on statewide GIS goals and efforts. The application could be used by localities to partner with the state to leverage existing local and state GIS efforts in the development of a statewide geographic database.

Secretary Upson would like to demonstrate the video conference system pilot for an upcoming monthly cabinet meeting.

Rick Parks, chair of the Gainsharing Workgroup, reported that George November is developing the L-Gov website for the Council. The site will be a repository for RFPs, active contracts, studies, reports, private and public partnerships and best practices in the Commonwealth. The site will be forthcoming in September.

Cheryl Clark reported on the Privacy, Security and Access Workgroup's efforts to host a

full-day session in September on digital signatures and PKI infrastructure components, issues, applications and experiences of other enterprises. The session would promote understanding and dialogue about the technology as well as the range of applications and the associated policy, legal and organizational implications. The workgroup's goal is to provide a report in the fall on the use of digital signatures and to work in collaboration with the three agencies DIT, VIPNet, DTP) currently exploring the recommendation for Governor Gilmore.

After meeting with Governor Gilmore and Boyd Marcus, Secretary Upson expressed their agreement to have the Workgroup develop policies and standards and move forward in implementing digital signatures.

Jerry Simonoff discussed the Organizational Workgroup's focus on enterprise architecture. After minor revision to the proposed Commonwealth enterprise architecture governance model, the governance organization and roles were adopted as the initial Commonwealth planning model. Implementation will begin upon approval of an implementation strategy by the Secretary of Technology

Jan Fatouros discussed the IT Procurement Workgroup's efforts in exploring web-based procurements. The group has attended presentations on electronic procurement solutions, web-enabled workflow and document management, and document content management. The group is also developing an IT state contract needs survey. A suggestion was made to have this survey incorporated into a more comprehensive survey to be done by the Organizational Workgroup.

The business meeting concluded at 11 a.m.